

CITIZENS ADVISORY COMMITTEE (CAC)  
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)  
March 20, 2018

MEETING MINUTES

1. **Call to Order and Roll Call.** Meeting was called to order at 2:07PM. The following Committee

Members answered to roll call:	<u>Present</u>	<u>Absent</u>
MO – Leah M. Wood, Chair	P	
D1 – Vacant		
D2 – Rodolfo Parra	P	
D3 – Jonathan Moran		A
D4 – Rebecca Hernandez	P	
D5 – Aziz Afravi		A
D6 – Vacant		
D7 – Noemi Rojas	P	
D8 – George Zavala		A
ALT – Mark C. Steele	P	
ALT – Lori Vugteveen	P	
ALT – Vacant		

2. **Public comment.** No comments.
3. **Approval of minutes of last meeting.** Motion made, seconded, and unanimously carried to **APPROVE** the Minutes for the previous CAC Meeting.
4. **Update on External and Internal Voice announcements.** No major issues reported to customer service so far year to date 732 ride alongs.
5. **Update on first PCC car arrival.** Arrival of PCC car was 3-19-18. Will have regular bus fares and is service animal equipped/ready. PCC car will not be going into Juarez, MX. Next PCC car is expected late April. Working on public outreach and community channels are showing PCC car arrival news. Revenue is set to start in November. 200 miles of perfect rail running testing in order to be approved to open for the public.
6. **Update on Northgate Terminal and grand opening.** Building is finished just pending final touches on the archway. Waiting on US transportation secretary Chao to give a date she can come down for grand opening.
7. **Discussion and update on operational procedures when bus wheelchair access is full.** Step 1, Bus driver stops and lets passenger know there is no more space. Step 2, If next bus is more than 30mins out, then a transit supervisor will be called to pick up passenger. Step 3, If there is no supervisor available then LIFT is called to assist with passenger pick up.
8. **Discussion and update on Westside mitigation routes.** Routes to help people get to Brio then just use Brio for transportation. 4 routes on Westside, however ridership very low at 1.3 per hr 1.73 per mile. Different idea pilot program to maybe work with LYFT and help transport people to the Brio locations.
9. **Discussion and update on monthly Paratransit Advisory Committee meeting.** No meeting held.
10. **Monthly Report on Paratransit [LIFT] Services for period ending February 28, 2018.** Mr. Alex Arrieta presented numbers for whole month of February.
11. **Director's Report [Sun Metro].**
- a. **Monthly Customer Service Report for Fixed Route.** Mr. Lloyd Williams presented numbers for whole month of February.

**b. Monthly Ridership and Operations Report for Fixed Route.** Mr. Raul Escobedo agreed to provide report after meeting.

**12. Opportunity for committee members to request a staff report on items of interest over which the Board has authority. Discussion of items announced at this meeting will take place during the next regularly scheduled meeting.** Requests are made to have updates on Canopies and County Transit Study updates.

**13. Call to Adjourn.** Motion made by Board Member Leah Woods, seconded by Board Member Lori Vugteveen, and unanimously carried to adjourn this meeting at 3:15p.m.

Approved by:

/s/ Jay Barasiak  
Department Head/Board Secretary